

Pennine Lancashire

PENNINE LANCS BUILDING CONTROL COMMITTEE
Meeting
Burnley
Tuesday, 20th June, 2017 @ 4.00 pm

AGENDA

Item No.	Issue	Notes	Page No.
1.	Appointment of Chair and Vice Chair	To consider the appointment of the Chair and Vice Chair for the 2017/18 Municipal Year.	
2.	Welcome and Apologies	To welcome attendees to the meeting and receive any apologies for absence	
3.	Minutes	To approve as a correct record the Minutes of the last meeting held on 1 st February 2017 (enclosed)	5 - 8
4.	Additional Items of Business	To determine whether there are any additional items of business which, by reason of special circumstances, the Chair decides should be considered at the meeting as a matter of urgency.	
5.	Declarations of Interest	To receive any declarations of interest-if you declare an interest	

		you should complete the appropriate form (available from the Committee Secretary) and if necessary seek advice on whether you can speak or vote on the item in question	
6.	Exclusion of the Public	To determine which items, if any, the public are to be excluded from the meeting	
7.	Public Question Time	To consider questions or statements received in writing from Members of the public by 4.00pm on the day before the meeting, on any issue within the remit of the Joint Committee	
8.	Questions by Non Executive Members	To consider questions or statements received in writing from Non- Executive Members by 4.00pm on the day before the meeting, on any issue within the remit of the Joint Committee	
9.	Budget and Income Monitoring	To provide the Joint Committee with Pennine Lancs. Building Control 2016/2017 out-turn figures and 2017/18 fee income monitoring information for the financial period April to May 2017.	9 - 16
10.	Performance Monitoring	To provide the Joint Committee with performance monitoring information updated to include period January – May 2017.	17 - 30
11.	Dates and Times of Future Meetings	To confirm that future meetings will take place on Tuesdays at 4.30pm as follows, unless otherwise stated;	

Pennine Lancs Building Control service is managed and controlled by Blackburn with Darwen and Burnley Borough Councils



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		5 th September 2017 (Blackburn) 31 st October 2017 (Burnley) 23 rd January 2017 (Blackburn) 19 th June 2017 (Burnley)	
<u>Membership</u> Councillor John Harbour Councillor Mohammed Ishtiaq (For Information Only, unless required as Substitute)		<u>Published</u> Monday, 12 June 2017	

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**MINUTES OF THE
PENNINE LANCASHIRE BUILDING CONTROL JOINT COMMITTEE**
Meeting held at
Town Hall, Blackburn
Wednesday 1st February 2017 @ 4.00pm

<i>NAME</i>	<i>TITLE</i>	<i>COUNCIL</i>
Councillor Phil Riley	Executive Member for Regeneration	Blackburn
Councillor John Harbour	Executive Member for Housing & Environment	Burnley
Paul Gatrell	Head of Housing and Development Control	Burnley
Nick Bargh	Head of Building Control	PLBC
Imelda Grady	Democracy Officer	Burnley

Item No.	Issue
20.	Welcome and Apologies
	The Chair, Councillor Phil Riley, welcomed everyone to the meeting. Apologies were received from Mick Cartledge.
21.	Minutes of the last meeting
	Minutes of the last meeting held on 2 nd November 2016 were approved as a correct record.
22.	Budget and Income Monitoring
PURPOSE	To provide the Joint Committee with the Pennine Lancashire Building Control 2016/17 fee income monitoring information for the financial period April to December 2016.
REASON FOR DECISION	To ensure that the Joint Committee is kept fully informed of Pennine Lancashire Building Control's budget position, income targets and performance.
DECISION	That the Pennine Lancashire Building Control 2016/17 fee income monitoring information from April to December 2016 be noted.

23.	Performance Monitoring
PURPOSE	To provide the Joint Committee with performance monitoring information updated to include the period October to December 2016.
REASON FOR DECISION	To ensure that the Joint Committee is kept fully informed of Pennine Lancashire's Building Control's operational performance against the targets set out in the Business Plan and the Policy and Procedures Policy.
DECISION	That the Pennine Lancashire Building Control performance monitoring data from October to December 2016 be noted.
24.	Budget 2016/17-2018/19
PURPOSE	<p>To provide the Joint Committee with Pennine Lancashire Building Control Revised 2016/17 Budget and advise both Blackburn with Darwen and Burnley of their partnership contributions.</p> <p>To provide the Joint Committee with the Pennine Lancashire Building Control Original 2017/18 Budget and advise both Blackburn with Darwen and Burnley of their partnership contributions.</p> <p>To provide the Joint Committee with the Pennine Lancashire Building Control Draft 2018/19 Budget and advise both Blackburn with Darwen and Burnley of their estimated partnership contributions</p>
REASON FOR DECISION	<p>To ensure the Joint Committee is kept fully informed of Pennine Lancashire Building Control budget position for 2016/17 to 2018/19 and details of partnership contributions, in accordance with Schedule 2 (Financial arrangements) of the PLBC SLA, in order that each party may be notified of their estimated annual contribution for inclusion in their own budget setting process for the following financial years.</p> <p>During the year 2017/18 the Service is due to be subject to service review. Under the terms of the Service Level Agreement, any cost efficiencies in the non-fee earning section of the business that were generated by this review would ordinarily be returned to the Building Control Reserve. In this instance however, the Joint Committee is asked to agree an approach whereby any such efficiencies that are generated are returned to the Partner Authorities as a cash saving, including if applicable as</p>

	<p>an in-year saving in 2017/18 and beyond. It is proposed that any saving would be distributed in the normal ratio applied within the Service Level Agreement; 64.5% BwD and 35.5% Burnley. Updates will be provided to the Joint Committee during the course of the year as to progress of this review and any financial implications.</p>
DECISION	<p>(1) That the PLBC Revised 2016/17 Budget outlined in Appendix 1 and forecast partnership contributions of £164,111 and £90,325 for BwD and Burnley respectively be noted;</p> <p>(2) That the PLBC Original 2017/18 Budget outlined in Appendix 1 and forecast partnership contributions of £187,007 and £102,927 for BwD and Burnley respectively be noted;</p> <p>(3) That the 2018/19 Budget outlined in Appendix 1 and forecast partnership contributions of £168,379 and £92,673 for BwD and Burnley respectively be noted;and</p> <p>(4) That it be agreed that any efficiency in the non-fee earning section of the PLBC business that is generated by a service review in 2017/18 shall be returned to the respective Partner Authorities as a cash saving, with the total saving amount being distributed in the ratio of 64.5% BwD and 35.5% Burnley respectively.</p>
25.	Dates of Meetings 2016/17
DECISION	<p>That the date of the next meeting during 2016/17 be held as follows; 20th June 2017 AGM (Burnley) at 4.30pm</p>

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DATE	20th June 2017
PORTFOLIO	Pennine Lancashire Building Control
REPORT AUTHOR	Nick Bargh
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Pennine Lancs. BC – 2016/17 Out-turn and Fee Income Monitoring 2017/18

PURPOSE

1. To provide the Joint Committee with Pennine Lancs. Building Control 2016/2017 out-turn figures and 2017/18 fee income monitoring information for the financial period April to May 2017.

RECOMMENDATION

2. That the Joint Committee notes the Pennine Lancs. Building Control 2016/17 out-turn figures and 2017/18 fee income monitoring information for the financial period April to May 2017.

REASONS FOR RECOMMENDATION

3. To ensure the Joint Committee is kept fully informed of Pennine Lancashire Building Control's budget position, income targets and performance.

SUMMARY OF KEY POINTS

4. Appendix A – Actual 2016/17 fee income was £392k, and whilst this is £7k higher than the £385k Revised 2016/17 Budget forecast, it's still £28k lower than the £420k Original 2016/17 Budget forecast and £19k lower than the £411k Actual 2015/16.

Looking at the year ahead, April to May 2017/2018 has seen a positive start with a strong fee income return of £82k, in comparison with the previous years like-for-like income figure of £71k, which would indicate that the 2017/18 Original Budget forecast of £412k is still on target to be achieved.

Appendix B – PLBC Budget summary shows 2016/17 Actual expenditure of £611k, which is £139k lower than the £750k 2016/17 Original Budget forecast, £79k lower than the £690k Revised 2016/17 Budget forecast and even £36k lower than the £674k 2015/16 Actual.

The Actual 2016/17 shows a Net Deficit of £243k, as compared to the £254k Revised

2016/17 Net Deficit forecast, a net budget saving of £11k. This £243k 2016/17 Net Deficit figure is also £10k lower than the £253k 2015/16 Actual and, even more pleasing, a further £43k lower than the £286k Original Net Deficit forecast.

The £83k Actual to Revised 2016/17 Budget savings relate mainly to:

- £9k saving in employees costs attributed to a staffing re-structure and currently on-going vacant Principal and Senior Building Control Surveyor's post.
- £4k saving on premises and rents.
- £16k saving on supplies and services which includes a reduction in charges attributed to Capita hired services.
- £50k one-off saving attributed to delayed special item purchases relating to PLBC Replacement IT system.

The £4k Actual to Revised 2016/17 Budget overspends relate mainly to:

- £4k increase on third party payments to private contractors for work carried out on dangerous buildings although the vast majority of this expenditure is recovered by recharging to the owner of the properties.

PLBC Budget summary shows 2016/17 Actual income of £405k, which is £25k lower than the £430k 2016/17 Original budget forecast, £1k lower than the £406k 2016/17 Revised Budget forecast and £18k lower than the £423k 2015/16 Actual income.

Overall, therefore this has resulted in a reduction in the 2016/17 partnership contributions, which sees BwD's contribution at £157k (Original Budget £185k, Revised Budget £164k and Actual 2015/16 £163k), and Burnley's contribution at £86k (Original Budget £102k, Revised Budget £90k and Actual 2015/16 £90k).

Appendix C - the 2016/17 contribution to the Building Control Earmarked Reserve for the surplus income on fee-earning work is £41k. However, £4k of the Reserve has been used to fund the purchase of a plotter in the Blackburn office for use by both office bases which takes the overall balance in the Building Control Earmarked Reserve as at 31/03/17 to £182k.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

5. The £392k 2016/17 fee income was some £28k down from the £420k 2016/17 Original Budget forecast but as previously reported at the last Joint Committee meeting on 1st February 2017, the 2016/17 Revised Budget income forecast was reduced back down to £385k, which has resulted in a £7k higher income than the revised forecast.

The PLBC replacement IT system implementation is planned to go ahead in 2017/18 and therefore the Building Control Reserve fund monies will be utilised in this regard and, as previously reported at last year's PLBC Joint Committee AGM on 21st June 2016, the monies involved are expected to be in the region of between £61k and £87k for the initial investment to be funded from the Reserve and, between £16k and £19k for on-going revenue costs.

POLICY IMPLICATIONS

6. None.

DETAILS OF CONSULTATION

7. Simon Ross, Finance Unit - Blackburn with Darwen Borough Council
Stevan Snaith, Finance Unit - Burnley Borough Council
Paul Gatrell – Head of Housing and Development - Burnley Borough Council
Ian Richardson – Director Growth and Development - Blackburn with Darwen Borough Council;

BACKGROUND PAPERS

8. Pennine Lancashire Building Control budget working papers

FURTHER INFORMATION

PLEASE CONTACT: Nick Bargh

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ALSO:

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Pennine Lancashire Building Control - Fee Income Monitoring

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Original	Year 9	Latest
Month	Actual 2009/10	Actual 2010/11	Actual 2011/12	Actual 2012/13	Actual 2013/14	Actual 2014/15	Actual 2015/16	Actual 2016/17	Budget 2017/18	Actual 2017/18	Projection 2017/18
	£	£	£	£	£	£	£	£	£	£	£
April	-	43,761	25,167	35,942	32,063	52,141	47,504	40,089	42,093	33,302	33,302
May	-	26,944	32,788	41,820	53,489	32,008	35,793	31,262	32,825	48,747	48,747
June	-	75,398	43,747	29,022	38,116	25,250	44,026	27,764	29,152	-	28,535
Q1	-	146,103	101,702	106,784	123,668	109,399	127,323	99,115	104,071	82,049	110,584
July	-	57,857	41,189	35,790	38,521	38,470	31,703	36,663	38,496	-	37,682
August	-	33,892	36,498	45,017	41,946	30,435	27,951	32,235	33,847	-	33,131
September	20,001	79,656	32,362	27,630	27,727	30,283	22,611	34,370	36,088	-	35,325
Q2	20,001	171,405	110,049	108,437	108,194	99,188	82,265	103,268	108,431	-	106,137
October	75,300	33,794	32,557	52,466	40,420	28,608	37,751	47,438	49,810	-	48,756
November	21,288	44,056	25,101	24,713	29,880	35,208	41,803	29,972	31,471	-	30,805
December	62,483	22,112	18,869	23,301	20,256	23,513	25,616	23,327	24,493	-	23,975
Q3	159,071	99,962	76,527	100,480	90,556	87,329	105,170	100,737	105,774	-	103,536
January	48,457	24,388	28,490	43,950	38,056	22,870	26,947	24,843	26,085	-	25,533
February	27,790	51,987	29,498	34,292	29,964	25,907	28,934	31,499	33,074	-	32,374
March	58,373	42,864	29,911	32,114	26,290	49,938	40,800	32,921	34,565	-	33,835
Q4	134,620	119,239	87,899	110,356	94,310	98,715	96,681	89,263	93,724	-	91,742
Total	313,692	536,709	376,177	426,057	416,728	394,631	411,439	392,383	412,000	82,049	412,000
Financial Period											
April - May	-	70,705	57,955	77,762	85,552	84,149	83,297	71,351	74,919	-	82,049
June - March	313,692	466,004	318,222	348,295	331,176	310,482	328,142	321,032	337,081	-	329,951
Total	313,692	536,709	376,177	426,057	416,728	394,631	411,439	392,383	412,000	-	412,000
Income Projection											
April - May											82,049
June - March							328,142	321,032		Average	324,587
										(say)	406,636
											412,000

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Pennine Lancs BC - Budget Summary

Appendix B

	Year 6	Year 7	Year 8			Variances	
	Actual 2014/15 £	Actual 2015/16 £	Original Budget 2016/17 £	Revised Budget 2016/17 £	Actual 2016/17 £	Actual to Revised £	Actual to Actual £
Expenditure							
Employees	458,096	443,174	504,998	442,633	433,449	(9,184)	(9,725)
Premises related expenditure	21,837	21,168	23,250	21,250	17,086	(4,164)	(4,082)
Transport related expenditure	21,022	21,319	22,000	23,000	21,489	(1,511)	170
Supplies & Services	41,890	56,573	47,350	43,000	27,456	(15,544)	(29,117)
Third party payments	31,960	20,057	15,000	10,000	14,092	4,092	(5,965)
Third party payments - BBC	21,183	9,918	19,545	23,492	22,894	(598)	12,976
Support services - BwD	78,046	75,197	84,000	72,714	71,448	(1,266)	(3,749)
Special Items	-	-	34,000	53,882	3,565	(50,317)	3,565
	674,034	647,406	750,143	689,971	611,479	(78,492)	(35,927)
Income							
Fee Earning Income	(394,631)	(411,439)	(420,000)	(385,000)	(392,383)	(7,383)	19,056
Other Income	(32,098)	(11,859)	(10,000)	(21,200)	(13,062)	8,138	(1,203)
	(426,729)	(423,298)	(430,000)	(406,200)	(405,445)	755	17,853
Net Expenditure	247,305	224,108	320,143	283,771	206,034	(77,737)	(18,074)
Transfer To / (From) Building Control Reserve	22,309	29,331	(33,686)	(29,335)	37,132	66,467	7,801
Total Net Deficit	269,614	253,439	286,457	254,436	243,166	(11,270)	(10,273)
Financed By :							
Blackburn with Darwen (64.5%)	173,901	163,468	184,765	164,111	156,842	(7,269)	(6,626)
Burnley (35.5%)	95,713	89,971	101,692	90,325	86,324	(4,001)	(3,647)
	269,614	253,439	286,457	254,436	243,166	(11,270)	(10,273)

Pennine Lancs BC - Building Control Reserve

			Net							Transfer (To) / From Reserve					
Year			Total Expenditure £	Fee Earning Expenditure %	Fee Earning Expenditure £	Fee Earning Income £	Net Fee Earning Income £	Other Income £	Special Items £	Total Income £	Fee Earning £	Non- Fee Earning £	Special Items £	Total £	Cumulative Balance £
2009/10	1	Actual	508,802	63%	321,963	(321,963)	-	-	-	-	-	-	-	-	-
2010/11	2	Actual	839,024	69%	577,026	(656,303)	(79,277)	-	-	(79,277)	(79,277)	-	-	(79,277)	(79,277)
2011/12	3	Actual	723,498	60%	430,728	(384,880)	45,848	-	-	45,848	45,848	-	-	45,848	(33,429)
2012/13	4	Actual	686,395	60%	411,837	(447,572)	(35,735)	(9,824)	-	(45,559)	(46,315)	756	-	(45,559)	(78,988)
2013/14	5	Actual	684,925	60%	410,955	(425,189)	(14,234)	-	-	(14,234)	(14,234)	-	-	(14,234)	(93,222)
2014/15	6	Actual	674,034	60%	404,420	(426,729)	(22,309)	-	-	(22,309)	(22,309)	-	-	(22,309)	(115,531)
2015/16	7	Actual	647,406	60%	380,159	(423,298)	(43,139)	13,808	-	(29,331)	(29,331)	-	-	(29,331)	(144,862)
			4,764,084		2,937,088	(3,085,934)	(148,846)	3,984	-	(144,862)	(145,618)	756	-	(144,862)	
2016/17	8	Actual	607,914	60%	364,748	(405,445)	(40,697)	-	3,565	(37,132)	(40,697)	-	3,565	(37,132)	(181,994)
			5,371,998		3,301,836	(3,491,379)	(189,543)	3,984	3,565	(181,994)	(186,315)	756	3,565	(181,994)	



DATE	20 th June 2017
PORTFOLIO	Pennine Lancashire Building Control
REPORT AUTHOR	Nick Bargh
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Performance Monitoring

PURPOSE

1. To provide the Joint Committee with performance monitoring information updated to include period January – May 2017.

RECOMMENDATION

2. That the Joint Committee notes the performance monitoring data provided.

REASONS FOR RECOMMENDATION

3. To ensure that the Joint Committee is kept fully informed of Pennine Lancashire's Building Control's operational performance against the targets set out in the Business Plan and the Policy and Procedures Manual.

SUMMARY OF KEY POINTS

4. Performance monitoring takes place on a continuous basis and the subsequent data is contained within Appendices 1-5.

Appendix 1 – records operational team performance.

Appendix 2 – highlights technical support team performance for January – May 2017 - Task 1 has been recorded as a poor level of performance.

Task 5 is still being recorded as poor however the newly implemented shift working arrangements has been of benefit to staff in dealing with the large volume of enquiries.

Appendix 3 – indicates a summary of Building Regulations applications received and for

2016/17 a final figure of 933no. was recorded which is below the previous 3 year average of 1011no applications when compared to like-for-like periods – 2013/14 – 1067no; 2014/15 – 962no; 2015/16 – 1004no;
The start of 2017/18 has seen the number of submissions being deposited at 133no. over the first 2 months of Q1 which indicates a continued year-on-year trend of lower application numbers for this period.

Appendix 4 – highlights site commencements and for 2016/17 a final figure of 688no. is recorded which is significantly lower than the previous 3 year average of 843no. when compared to like-for-like periods – 2013/14 – 846no; 2014/2015 - 714no; 2015/16 – 968no;
The start of 2017/18 has seen the number of commencements recorded at 126no. over the first 2 months of Q1 which indicates an improved start than last year's 2016/ 17 figure of 126no. but below the 2015/16 figure of 179no.

Appendix 5 – contains data relating to private sector Approved Inspector (AI) activity within PLBC and the final figure of registered Initial Notices (IN) for 2016/2017 was recorded at 249no. IN resulting in an increased AI market share percentage of 22.35%. 2107/18 has seen 50no. IN deposited resulting in a current AI market share of 29.07%.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

5. As previously reported at the last Joint Committee meeting on 1st February 2017, the 2016/17 Revised Budget income forecast was reduced back down to £385k with a final fee income figure of £392k being recorded resulting in a £7k higher income than the revised forecast.

POLICY IMPLICATIONS

6. None.

DETAILS OF CONSULTATION

7. Paul Gatrell - Head of Housing and Development - Burnley Borough Council;
Ian Richardson - Director of Growth and Development - Blackburn with Darwen Borough Council;

BACKGROUND PAPERS

8. Business Plan 2015/17 & Building Control Policy and Procedures Manual 2011.

FURTHER INFORMATION

PLEASE CONTACT: Nick Bargh

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ALSO:

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Performance Monitoring

Table 1. - Team performance (operational)			
January – May 2017			
		Target Met ✓	Target Not Met ✖
1.	Inspections requested before 10.00am will be visited on the same day.	✓	
2.	Plans deposited to be checked promptly, in all cases a check to be carried out and communication made with the applicant in less than 10 working days.	✓	
3.	Reports of dangerous structure to be attended to within the following time limits: i) Out of working hours – within one hour ii) During working hours – risk assessed as an emergency – within one hour iii) During working hours – risk assessed as a non-emergency same day	✓ ✓ ✓	
4.	Reports of non- domestic buildings open to access being attended to within the following time limits: i) Out of working hours – If risk assessed as an emergency within two hours, otherwise next day ii) During working hours – If risk assessed as emergency within two hours, otherwise same day	✓ ✓	

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PLBC Performance Monitoring

Review Period: January - May 2017

APPENDIX 2

Table 2 - Team Performance (Technical Support) Blackburn Office							
Ref	Task & Criteria	P.I. Target (working days)	Level of Performance based on number of anomalies found in audit			Comment of Level of Performance	Action Required
			Poor 5 or more	Good 2-4	Excellent 0-1		
1	BOOKING IN OF NEW APPLICATIONS To register all new applications onto the Database system within 3 working days from being received by PLBC.	3 days	✓			Met - 5/10 applications were input under the 3 days target. 5/10 didn't have audit info.	Volumes of applications fluctate, which don't always correlate with staff numbers, month end, leave etc.No issues.
2	FORMAL DECISION To register all decisions onto the Database system within 3 working days from the plan checking surveyor signing off.	3 days			✓	Met - 10/10 applications processed within the desired times.	None.
3	INVOICING To request an account no. from the Debtors team following Site Surveyor recording an application as commenced on the monthly Site Inspection register, not required payment if any, create & send out invoice, update database. Ensure transfers are placed on following month sheets.	Monthly			✓	Met - 10/10 fees were processed correctly.	None
4	COMPLETIONS To carry out the Completion validation checks, if able complete and produce a Completion Certificate. Ensure queries are followed up and deferred onto next months sheets as necessary. Validation checks include: Final Inspection fee paid and Part P Electrical notification or paperwork received.	Monthly			✓	Met - 10/10 Completions had been correctly processed.	None
5	SEARCHES To process fee paying search lists 5 working days from receipt into PLBC to supplying the completed response proformas to the Land Charges team. A fee paying search maybe a Local Land Search from Solicitors or as a Con29 from private search companies. Search lists are received electronically into the PLBC teams generic email address: bc@penninelancsplace.org on almost a daily basis. This email address is checked each morning and afternoon. Requests made under the Freedom of Information or Environmental Information Regulations legislations are subject to their own legal timescales of 20 working days from receipt into the Council to response being given.	LA/Con29 5 days. EIRs 20 days	✓			Met - 4/9 LA & Con29 searches were processed within the required 5 days. Met - 1/1 EIR applications met target.	Due to this area constantly being a battle to keep within date, trialled and implemented a new shift pattern from March 2017, which has assisted with the bottle necks.
6	DEMOLITION SECTION 80 To record Demolition Section 80 notices within 5 working days being received by PLBC. Recording consists of registering, issue a Section 81 notice and send out letters to statutory undertakers.	15 days			✓	Met - 4/4 processed on time.	None.

NB. Due to the restrictions on extracting data from the existing Building Control database system, only manual audits are available and therefore a % sample of data is used from the Blackburn team in agreement with the Audit team for auditing of Technical Performance Monitoring.

Key: TSOs - Technical Support Officers

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Performance Monitoring

Table 3. - Summary of Building Regulation Applications Received
(includes regularisation & demolition applications)

<i>MONTH</i>	<i>2010/11</i>	<i>2011/12</i>	<i>2012/13</i>	<i>2013/14</i>	<i>2014/15</i>	<i>2015/16</i>	<i>2016/17</i>	<i>2017/18</i>
APR	110	68	94	93	112	90	73	58
MAY	98	89	97	93	74	79	81	75
JUN	124	103	74	77	77	116	72	
JUL	100	124	76	102	78*	94	109	
AUG	81	90	84	83	78	71	85	
SEP	107	73	77	81	73	75	75	
OCT	73	89	82	87	96	82	87	
NOV	84	64	59	85	62	78	67	
DEC	54	62	49	59	58	64	63	
JAN	80	64	74	103	67	77	59	
FEB	94	70	76	98	78	81	68	
MAR	135	77	80	106	109	97	94	
TOTAL	1140	973	922	1067	962	1004	933	133

*Typo, reported as 58 on Tues 9th Sept 14

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Performance Monitoring

Table 4. - Summary of Site Commencements

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
APR	99	61	51	67	83	109	72	65
MAY	55	78	102	87	39	70	34	61
JUN	160	158	84	70	79	71	67	
JUL	118	112	82	74	58*	54	59	
AUG	96	79	101	57	85	62	78	
SEP	104	74	38	76	50	54	46	
OCT	82	88	129	116	63	91	55	
NOV	70	96	66	66	63	67	72	
DEC	65	48	48	43	40	52	34	
JAN	49	72	71	56	46	209**	43	
FEB	71	62	58	80	66	27	81	
MAR	87	49	71	54	42	102	47	
TOTAL	1,056	977	901	846	714	968	688	126

*Typo, reported as 78 on Tues 9th Sept 14

**Jan16 Plot adjustment on housing sites at Burnley Borough Council. & update system for future monitoring..

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Performance Monitoring

*Table 5. - Summary of Schemes Notified as being
Subject to Private Sector Building Control*

	Notifications received										
	<i>(excludes solar panel, regularisation & demolition applications)</i>										
	2010/ 11	2011/ 12	2012/ 13	2013/ 14	2014/ 15	2015 / 16		2016 / 17		2017 / 18	
						Number of Initial Notices	Market Share % of Applications	Number of Initial Notices	Market Share % of Applications	Number of Initial Notices	Market Share % of Applications
APR	15	7	11	6	20	14	14.89%	21	23.60%	24	31.17%
MAY	2	5	10	5	20	16	18.82%	17	18.52%	26	27.37%
JUN	8	3	6	10	12	19	14.62%	17	20.48%		
JUL	7	11	5	14	14	10	10.42%	28	21.87%		
AUG	14	8	10	11	21	13	17.33%	21	21.21%		
SEP*	22	7	8	11	15	7	9.86%	17	20.00%		
OCT	10	13	20	21	15	13	14.40%	21	20.59%		
NOV	5	12	15	10	6	9	11.39%	20	24.10%		
DEC	4	5	4	12	8	14	18.67%	16	22.22%		
JAN	5	3	10	4	16	12	14.29%	13	20.00%		
FEB	9	9	11	12	6	23	22.55%	31	31.63%		
MAR	7	10	11	21	8	22	19.47%	27	22.88%		
TOTAL	108 <i>8.94%</i>	92 <i>8.89%</i>	121 <i>11.60%</i>	137 <i>12.08%</i>	161 <i>12.08%</i>	172	15.72%	249	22.35%	50	29.07%

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